

Autonomous Vehicle Tester (AVT) Program for Manufacturer's Testing Permit



AV File

Autonomous Vehicle Branch

The Autonomous Vehicle Branch of the Department of Motor Vehicles (DMV) oversees and regulates autonomous vehicle testing and deployment on California roads. AV File is DMV's new online portal to assist manufacturers who are applying for a testing permit.



Autonomous Vehicle Branch

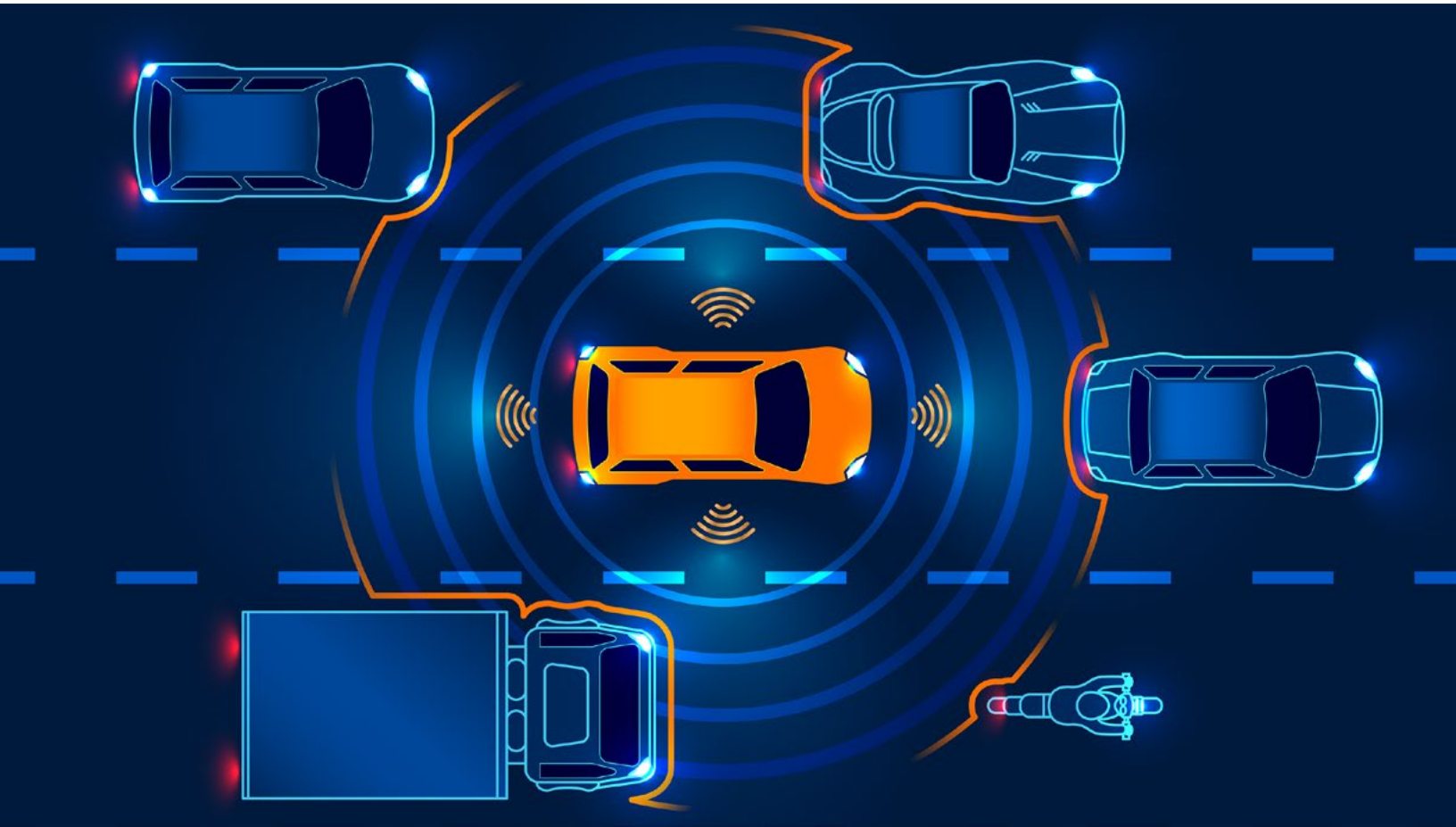
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How to Apply for the Autonomous Vehicle Tester (AVT) Program



Thank you for your interest in applying for the AVT Program to conduct autonomous vehicle (AV) testing on California public roads.

The Department of Motor Vehicles (DMV) encourages innovation and supports California by administering the AV program set forth in [California Vehicle Code \(CVC\) §38750](#) and [California Code of Regulations \(CCR\) Article 3.7](#)

There are three permits manufacturers can apply for:

1. AVT Manufacturer's Tester Permit with Driver
2. AVT Manufacturer's Tester Permit – Driverless Vehicles
3. Approval to Deploy Autonomous Vehicles on Public Roads

In this brochure we will address the AVT permit with a driver **only**.

This document should be used as a general overview to help you broadly assess how to apply for a permit in California. Be sure to check specific rules and regulations for the type of permit you are applying for, and any other agency's requirements regarding the testing of AVs on California roads. Should you have any questions about the program, email Autonomousvehicles@dmv.ca.gov

An "Applying for an AVT permit Checklist" is provided at the end of this brochure to help you be successful in the process.

Before Applying for an AVT Program Driver Permit



- 1. AV Testing:** The manufacturer has tested the AVs under controlled conditions that simulate, as closely as practicable, each Operational Design Domain (ODD) in which the manufacturer intends the vehicles to operate on public roads and has reasonably determined it is safe to operate the vehicles in each ODD.

Reference: CCR Title 13, Article 3.7, §227.18 (b)

- 2. AV Test Driver:** The manufacturer must provide the AV driver information, which includes their true full name, driver's license number, and state issued. Prior to starting their application online, all AV drivers must be enrolled in the Employer Pull Notice (EPN) Program and provide the date of enrollment.

The manufacturer must certify on the application that the AV test driver meets the following requirements:

- Has been licensed to drive a motor vehicle for the three years immediately preceding the application.
- Does not have more than one violation point count.
- Was not at-fault in a motor vehicle accident that resulted in injury or death of any person.
- Was not convicted for driving or operating a vehicle under the influence of alcohol or any drug, nor had their driver's license suspended or revoked within ten years immediately preceding the application.
- Has completed the manufacturer's AV test driver training program and provided the completion date of the program.

References: CCR Title 13, Article 3.7, §227.32 and 227.34; CVC §12810 (a), (b), (c), (d), (e), (g), or (h)

- 3. AV Test Driver Training Program:** The manufacturer must provide and maintain a training program for its AV test drivers. The manufacturer will need to provide DMV with a course outline and description of the AV test driver training program.

References: CCR Title 13, Article 3.7, §227.36 & CVC §38750

- 4. Evidence of Insurance:** The manufacturer must provide evidence of financial responsibility in the amount of \$5,000,000. The manufacturer must satisfy this requirement by one of the following:

- Providing evidence of the existence of an instrument of insurance (§227.08)
- Providing evidence of surety bond and submitting it to DMV on the [Autonomous Vehicle Manufacturer Surety Bond \(OL 317\) form](#). (§227.10)
- Applying for a certificate of self-insurance using the [Autonomous Vehicle Tester \(AVT\) Program Application for Certificate of Self-Insurance \(OL 319\) form](#). (§227.12)

References: CCR Title 13, Article 3.7, §227.06 and 227.14; CVC §38750(b)(3)

5. Autonomous Test Vehicles Identification: The manufacturer must provide DMV the identification of the autonomous vehicle to be used for testing on public roads, which includes the following:

- Make
- Model
- Model year
- Vehicle identification number (VIN)
- License plate number and state of issuance
- Other identifying information if none of the above are available

Vehicle Registration Requirements: If your test vehicles are not operating under manufacturer or distributor plates (issued by Occupational Licensing or a state where a reciprocal agreement exists), they are required to have current [California registration](#). Register autonomous test vehicles, by submitting the following documents:

- The California Certificate of Title.
 - If the title was lost, submit an [Application for Duplicate or Transfer of Title \(REG 227\)](#).
- A [Statement of Facts \(REG 256\)](#) form from the manufacturer that:
 - Certifies the vehicle will be operated for testing purposes only.
 - Provides a brief description of the autonomous technology or features integrated into the vehicle and the functional capabilities made possible by this technology.

Reference: CCR Title 13, Article 3.7, §227.16 and 227.52; CVC §4150, 672, and 5902

Out-of-State Vehicle Information

To Learn How To: Register a Vehicle From Out of State.

[PDF Version](#)

[FFVR 29 Buying a Vehicle From Out of State – Can You Register It In California?](#)

Vehicles Imported from Another Country

[To Learn How To: Register a Vehicle Imported From Another Country](#)

6. Employer Pull Notice (EPN) Program: Manufacturers will need to enroll in the EPN Program. Once enrolled in the [EPN Program](#) you will need to enroll the autonomous vehicle test driver or remote operator.

To expedite your enrollment in the EPN Program, mail your application to:

Department of Motor Vehicles
Unit Manager, Employee Pull Notice
2415 1st Avenue MS H264
Sacramento, CA 95818 (Courier Service Delivery Only)

Reference: CCR Title 13, Article 3.7, §227.24

7. Secretary of State: Manufacturers will need to provide a copy of articles of incorporation, corporate minutes, or other document filed with the Secretary of State, which identifies the officers, shareholders, and managers (if filing as a corporation, limited liability company, or limited liability partnership owned business).

Applying for an AVT Permit Driver



- 1. Ready to Apply:** When you have gathered all necessary requirements and are ready to apply, complete the [Autonomous Vehicle Tester \(AVT\) Program Application for Manufacturer's testing Permit \(OL 311\)](#) online. You will be able to upload all necessary documents.
If you are unable to acknowledge any of the statements in Section 4, upload a [Statement of Facts \(REG 256\) form](#) describing N/A.
- 2. Application Fees:** The annual fee of \$3600 is a nonrefundable application fee which can be paid online via e-check. The annual fee includes permits for 10 vehicles and 20 drivers/operators per application. An additional fee of \$50 is required to add an additional 10 vehicles and 20 drivers/operators to a testing permit.
- 3. Application Process:** Upon receipt of the OL 311, DMV will notify the manufacturer within 10 days of receipt of the application whether it is complete, or it is determined to be deficient. Processing time may vary depending on the completeness of the application and/or if it is deficient. During the application process, DMV may request a phone conference with the manufacturer for any clarifications.
- 4. Application Approved:** If the application is approved, DMV will issue an Autonomous Vehicle Testing (AVT) Program Manufacturer Permit (OL 315) (NEW 9/2013) and the manufacturer can begin testing on California public roads.
- 5. Application Deficient:** If the application is deficient, DMV will notify the manufacturer of any deficiency and allow the manufacturer to correct the deficiency. At which time, DMV will review the material submitted to correct the application deficiency to determine if the application is sufficient. If DMV determines the application remains deficient, DMV will notify the manufacturer of the continuing deficiency. DMV will deny an application if the manufacturer fails to make the application sufficient after a reasonable opportunity to do so.
- 6. Approved AVT Driver:** If the AVT driver meet the requirements of Article 3.7 §227.34, DMV will issue an Autonomous Vehicle Testing (AVT) Program Test Vehicle Operator Permit (OL 314) (NEW 9/2013) to the driver. If the AVT driver does not meet the requirement of Article 3.7 §227.34, DMV will notify the manufacturer.
- 7. Application Permit Term:** The Manufacturer's Testing Permit is valid for a period of 2 years from midnight to the last day of the month of issuance.
 - Keep a copy of all documents for your records.

After Applying for an AVT Permit Driver



- 1. Financial Responsibility:** Manufacturers are required to maintain in their autonomous test vehicles a copy of proof of insurance or a copy of the bond, when the manufacturer relies upon a bond to comply with the requirements of CVC §38750(b)(3).
- 2. Changes or Modifications:** Manufacturers must notify DMV within 10 days of any changes to the contact information or the name of the manufacturer. The request of the change must be in writing on the manufacturer's letterhead, including changes in contact names, telephone numbers, or mailing addresses. If a manufacturer has any changes or modifications to the Manufacturer's Testing Permit during the term of the permit, submit a revised [DL 311](#) and the \$70 fee for the processing of the modification.
- 3. Renewal:** The Manufacturer's Testing Permit is valid for a period of 2 years. Manufacturers who choose to renew their permit can submit the completed [OL 311](#) to DMV and the \$3600 biennial renewal fee 60 days prior to the expiration date.
 - DMV can refuse a permit for renewal if the manufacturer or one of its agents, employees, contractors, or designees has violated CVC §38750 or Title 13, Division 1, Chapter 1, Article 3.7, and for any act or omission which DMV finds makes the conduct of autonomous vehicle testing on public roads by the manufacturer an unreasonable risk to the public.
 - DMV will provide the manufacturer a written notice of a refusal as specified in California Government Code §11504.

4. Keeping a Permit Active: DMV can suspend or revoke the Manufacturer's Testing Permit if the manufacturer:

- Has failed to maintain their financial responsibility current.
- Has violated CVC §38750 or Title 13, Division 1, Chapter 1, Article 3.7.
- Or one of its agents, employees, contractors, or designees performs any act or omission which DMV finds makes the conduct of autonomous vehicle testing on public roads by the manufacturer an unreasonable risk to the public.
- DMV will provide a 15-day written notice of a suspension or revocation specified in California Government Code §11505. However, DMV shall immediately suspend or revoke the permit if the manufacturer is engaging in a practice in such a manner that immediate suspension is required for the safety of persons on a public road.

5. Reinstatement of Testing Permit: When the Manufacturer's Testing Permit (OL 315) has been suspended or revoked, the manufacturer shall cease all testing of autonomous vehicles on public roads until DMV has verified the manufacturer has taken appropriate action to correct the deficiencies that caused the suspension or revocation and DMV has lifted the suspension or revocation.

6. Reporting Collisions: Manufacturers are required to report to DMV any autonomous vehicles in the program that are involved in a collision originating from the operation of the autonomous vehicles on a public road that result in property damage, bodily injury, or death within 10 days after the collision, on a [Report of Traffic Accident Involving an Autonomous Vehicle \(OL 316\) form](#).

7. Reporting Disengagement of Autonomous Mode: The manufacturer is required to prepare and submit to DMV an annual report by January 1st of each participating year in the program. The report shall include data related to the disengagement of the autonomous mode. Must track how often their vehicles disengage from autonomous mode, whether that disengagement is the result of technology failure or situations requiring the test driver to take manual control of the vehicle to operate safely.

Reporting Dates:

- The manufacturer's first report will cover the period from the date the permit was issued to November 30th of the following year. (When a manufacturer has a driver and driverless permit, they can submit a single report that makes it clear which disengagements occurred under each type of testing permit.)
- After the first year and thereafter, the annual report will cover the period December 1st of the current year to November 30th of the following year.

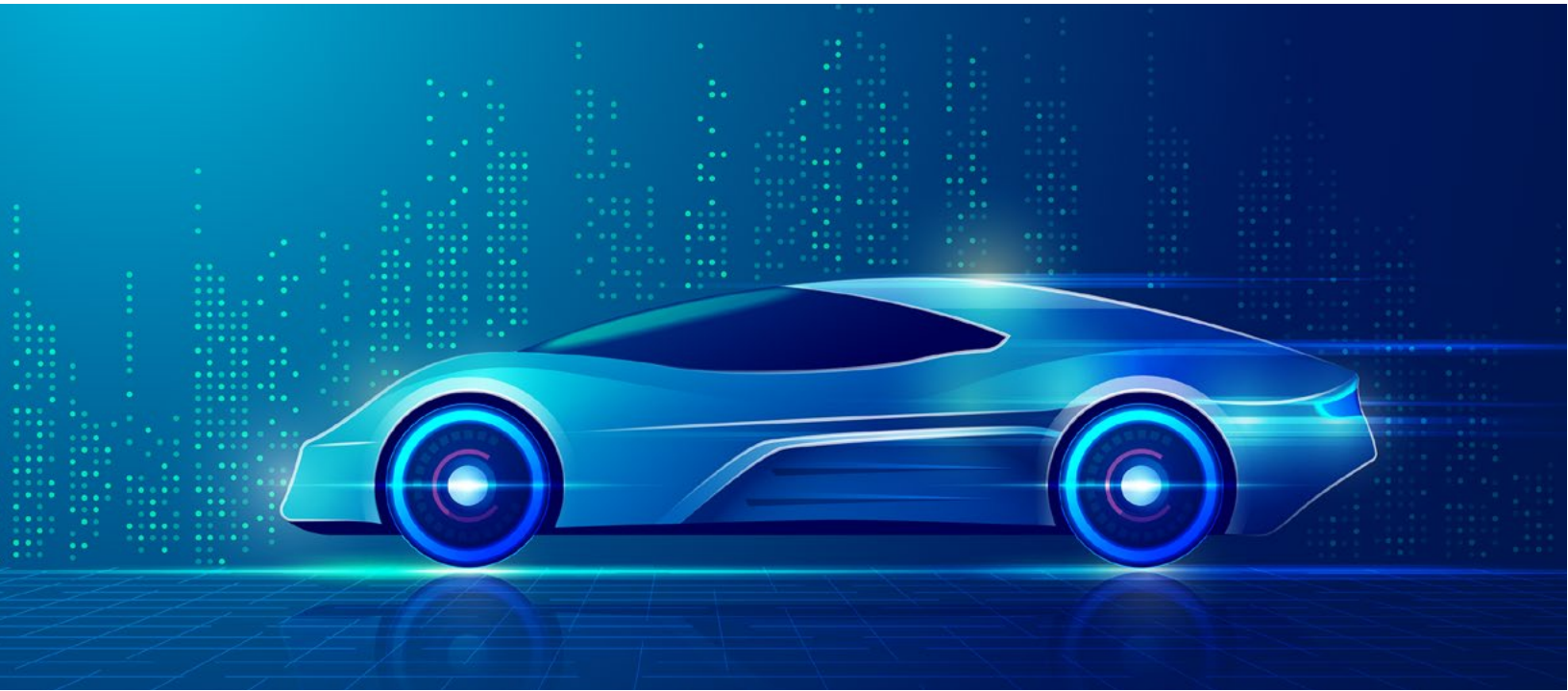
Reporting Details:

The annual report should summarize disengagements as follows:

- The report will specify whether the test vehicle is capable of operating without a driver.
- The report will include the location: interstate, freeway, highway, rural road, street, or parking facility.
- During the disengagement the report will include if the vehicle was operating with or without a driver.
- A detailed description written in non-technical language of the facts causing the disengagements.
- The report will include "who" or "what" initiated the disengagement (autonomous technology, autonomous vehicle test driver, remote operator, or passenger).
- The report will include the total number of miles each autonomous vehicle tested in autonomous mode on public roads for each month.

The report will be submitted to DMV on the [Annual Report of Autonomous Vehicle Disengagement \(OL 311R\)](#).

Terminating a Test Vehicle from the Program



Upon completion of the program no person will sell, transfer, or dispose of the autonomous test vehicle, or any major component parts that have been used for testing purposes on public roads except as follows:

- To a manufacturer holding a valid autonomous vehicle manufacturer's testing permit or a manufacturer's testing permit – driverless vehicles.
- The manufacturer disposing of the vehicle has obtained a [Nonrepairable Vehicle Certificate \(REG 488C\)](#) ensuring that the vehicle is not retitled or resold. At that point:
 - Ownership of the vehicle can be transferred to an auto dismantler.
 - The manufacturer can dismantle or dispose of the vehicle and its major component parts.
- The manufacturer has transferred ownership to an educational or research institution or a museum for display or study.

Removing Drivers and Vehicles from Permit

To remove an autonomous vehicle and/or AVT driver from an Autonomous Vehicle Testing (AVT) Program Manufacturer Permit, review the [AVT Cancellation – AVIM 2020-02](#).

Applying for an Autonomous Vehicle Tester Permit Checklist

Before Applying

- ☐ 1. Certify the autonomous vehicle has been tested under controlled conditions that simulate, as closely as practical to each Operational Design Domain (ODD) planning to test and has reasonably determined it is safe to operate the vehicles in each ODD.
 - ☐ 2. Register in the Employee Pull Notice (EPN) Program and obtain your EPN number. Then enroll test drivers in the EPN program.
 - ☐ 3. Prepare and provide the autonomous vehicle test driver training program.
 - ☐ 4. Provide evidence of liability.
 - ☐ 5. Register the autonomous vehicle tester and ensure all vehicle registration requirements are met.
 - ☐ 6. Register with the Secretary of State and provide required documents.
-

After Applying

- ☐ 1. Ensure financial responsibility is active during participation of program.
- ☐ 2. If you need to make changes or modify your existing application, complete an OL 311 and pay the fees.
- ☐ 3. Submit your OL 311 and pay the fees on time before expiration of permit.
- ☐ 4. Review compliance regulations regularly to avoid suspensions or revocation of the Manufacturer's Testing Permit.
- ☐ 5. Report collisions to DMV within 10 days by completing an OL 316.
- ☐ 6. Report disengagement reports yearly, due January 1st.

AUTONOMOUS VEHICLE TESTER (AVT) PROGRAM APPLICATION FOR MANUFACTURER'S TESTING PERMIT

DMV USE ONLY	
AVT NUMBER <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>	
NAME <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>	
DATE PERMIT ISSUED	DATE PERMIT EXPIRES
TOTAL FEE	RECEIPT NUMBER

APPLICATION TYPE:

- ☐ Original \$3,600
☐ Renewal \$3,600
☐ Modification \$70
☐ Additional Permits \$50

CHECK THE APPROPRIATE BOX:

- ☐ Address Change
 ☐ Authorized Representative
 ☐ Driver
 ☐ Vehicles

INSTRUCTIONS:

- Please complete online or print and complete by hand using black or blue ink.
- Submit completed and signed form and fees to:** Department of Motor Vehicles, Autonomous Vehicle Program
 P.O. Box 932342, MS L224, Sacramento, CA 94232-3420

SECTION 1 — AUTONOMOUS VEHICLE TESTER INFORMATION

NAME OF MANUFACTURER		EPN NUMBER	
BUSINESS NAME		SECRETARY OF STATE ENTITY NUMBER	
BUSINESS NAME LICENSED BY DMV		TELEPHONE NUMBER	
STREET ADDRESS		CITY	STATE
MAILING ADDRESS (IF DIFFERENT FROM STREET ADDRESS)		CITY	STATE
		ZIP CODE	ZIP CODE

Company's training, testing, and employment records are kept at: ☐ Additional page(s) attached.

FACILITY NAME			
STREET ADDRESS	CITY	STATE	ZIP CODE
FACILITY NAME			
STREET ADDRESS	CITY	STATE	ZIP CODE

SECTION 2 — VEHICLES EQUIPPED FOR TESTING *List all vehicles in fleet.*

Number of vehicles in fleet _____

PLATE NUMBER	STATE ISSUED	VIN NUMBER	YEAR	MAKE	MODEL	
						<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*
						<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*
						<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*
						<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*
						<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*

DMV USE ONLY	
AVT NUMBER	
NAME	

SECTION 2 — VEHICLES EQUIPPED FOR TESTING *Continued*

PLATE NUMBER	STATE ISSUED	VIN NUMBER	YEAR	MAKE	MODEL	<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*
PLATE NUMBER	STATE ISSUED	VIN NUMBER	YEAR	MAKE	MODEL	<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*
PLATE NUMBER	STATE ISSUED	VIN NUMBER	YEAR	MAKE	MODEL	<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*
PLATE NUMBER	STATE ISSUED	VIN NUMBER	YEAR	MAKE	MODEL	<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*
PLATE NUMBER	STATE ISSUED	VIN NUMBER	YEAR	MAKE	MODEL	<input type="checkbox"/> AUTO <input type="checkbox"/> COMMERCIAL*

* Refer to excluded vehicle list CCR 227.28

SECTION 3 — AUTONOMOUS VEHICLE DRIVER *List all employees, contractors and designees.*

PRINT TRUE FULL NAME (LAST, FIRST, MIDDLE)	DRIVER LICENSE NUMBER	STATE ISSUED
TRAINING COMPLETION DATE	DATE ENROLLED IN EMPLOYER PULL NOTICE PROGRAM	
PRINT TRUE FULL NAME (LAST, FIRST, MIDDLE)	DRIVER LICENSE NUMBER	STATE ISSUED
TRAINING COMPLETION DATE	DATE ENROLLED IN EMPLOYER PULL NOTICE PROGRAM	
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PRINT TRUE FULL NAME (LAST, FIRST, MIDDLE)	DRIVER LICENSE NUMBER	STATE ISSUED
TRAINING COMPLETION DATE	DATE ENROLLED IN EMPLOYER PULL NOTICE PROGRAM	

DMV USE ONLY	
AVT NUMBER	
NAME	

SECTION 4 — APPLICANT ACKNOWLEDGEMENT

INITIALS

1. The autonomous vehicle is being operated on public roads in California solely by employees, contractors, or other persons designated by the manufacturer of the autonomous technology. CCR 227.26(a) _____
2. The autonomous vehicle has been tested under controlled conditions that simulate as closely as practicable, each operational design domain in which the manufacturer intends the vehicle to operate and has reasonably determined that is safe to operate the vehicles in each operational design domain. CCR 227.18(b) _____
3. Test drivers have completed the autonomous vehicle test driver training program and a copy of the course outline and description has been provided as an attachment to this application. CCR 227.36 _____
4. The autonomous vehicle test driver is either in immediate physical control of the vehicle or is actively monitoring the vehicle's operations and is capable of taking over immediate physical control. CCR 227.32(a) _____
5. The autonomous vehicle test driver knows the limitations of the vehicle's autonomous technology and is capable of safely operating the vehicle in all conditions under which the vehicle is tested on public roads. CCR 227.32(d) _____
6. The autonomous vehicle has a mechanism to engage and disengage the autonomous technology that is easily accessible to the operator. CVC 38750 _____
7. The autonomous vehicle has a visual indicator inside the cabin to indicate when the autonomous technology is engaged. CVC 38750 _____
8. The driver will be seated in the driver's seat and has been identified in this application, and provided training as outlined in the training materials submitted with this application. CVC 38750 _____
9. The applicant for an autonomous vehicle testing program permit shall maintain records confirming all driver/operator(s) driver license record is in compliance with the good driver criteria and shall immediately remove such drivers from the testing program upon notification that the driver no longer qualifies for participation in the program. CVC 38750 _____
10. Any accident originating from the operation of the vehicle on public roads that resulted in the damage of property or in bodily injury or death shall be reported to the department, within 10 days. CCR 227.48 _____
11. Upon receipt of a Manufacturer's Testing Permit to conduct the testing on public roads of vehicle, data related to the disengagement of the autonomous mode will be retained for the purposes of submitting an annual report to the department. CCR 227.50 _____
12. Autonomous test vehicles will not be permitted to operate of public roads when members of the public that are not employees, contractors, or designees of the manufacturer are charged a fee or the manufacturer receives compensation for providing a ride to members of the public. CCR 227.26(f) _____

SECTION 5 — ATTACHMENTS

INITIALS

1. Evidence of insurance, Surety Bond (OL 317), or Application for Self-Insurance (OL 319) in the amount of five million dollars (\$5,000,000). CCR 227.04(c) _____
2. Copy of course outline and description of the autonomous vehicle test driver training program. CCR 227.36 _____

DMV USE ONLY

AVT NUMBER

NAME

SECTION 6 — CERTIFICATION

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

I further certify that I am the authorized Administrator of the program for the above named employer.

PROGRAM DIRECTOR/AUTHORIZED REPRESENTATIVE PRINTED NAME AND TITLE

DRIVER LICENSE NUMBER

SIGNATURE

X

DATE SIGNED

STREET ADDRESS

CITY

STATE

ZIP CODE

EMAIL ADDRESS

FAX NUMBER

()

TELEPHONE NUMBER

()